

KentuckyHistoricalSociety

Kentucky Oral History Commission
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Kentucky Oral History Commission Project Grant Application FY09-02

Project Title:	
Project Director / Title:	
Address:	
City/State/Zip:	
Telephone:	
Email:	

Grantee (fiscal agent)	
Address:	
City/State/Zip:	
Telephone:	
Federal ID# (for nonprofit institutions) or Soc Sec #	

Other Sponsoring Organization (if applicable):	
Address:	
City/State/Zip:	
Telephone:	

Amount of Grant Request:	
Project Initiation and Completion Dates:	
Anticipated Number of Interviews:	

Signatures:

Project Director:	Date:
Institutional Official (if applicable):	Title:

Budget

Refer to the grant program guidelines for current allowable rates for travel and subsistence, and stipends. In the travel and subsistence category, please include the formula for determining costs. Please identify and indicate additional sponsor support.

Item of Expense	Request	Matching
Travel & Subsistence:		
Stipends:		
Supplies:		
Telephone & Postage:		
Other:		
Total:		

Refer to the grant program guidelines for further information on how to prepare a project grant application. The application must include the following:

1. **Project Description** – Describe the project's purpose, goals, and historical significance to Kentucky. Maximum two pages. Please refer to funding criteria in the grant guidelines.
2. **Project Administration** – Detail the procedures for carrying-out the project. Include the responsibilities of project personnel. If the project includes the use of video oral history, describe the equipment being used and the responsibilities of technical personnel. (Attach vitae of project personnel, vitae or resume should focus on the individual's oral history, or related experience-maximum of two pages each.) If administrator has not worked with the Commission in the past, please submit evidence of prior oral history experience either through work samples or previous project descriptions including any partnerships.
3. **Interviewees** (narrators) – Identify interviewees and describe their relationship to the project subject. The Commission encourages a minimum of 10 interviews per project, but will accept applications with less.
4. **Storage and Dissemination** – Explain where the interviews will be stored and how they will be made available to the public. All applicants are required to deposit their interviews with a suitable Kentucky repository within 90 days of completion of the grant period. Any access restrictions to be placed on the interviews must be explained and justified in this section. Any anticipated publication, exhibit, or other form of presentation based on the interviews should also be explained. For a list of suitable Kentucky repositories, please contact the Commission prior to application completion.

Letters of recommendation are encouraged, up to a maximum of four.

For technical assistance or project-related questions, applicants are encouraged to contact the program coordinator at the Kentucky Oral History Commission: Sarah Milligan at sarah.milligan@ky.gov or 502-564-1792 ext 4434